

**TOWN OF LITCHFIELD PLANNING BOARD**

**Meeting Held on February 7, 2012**  
In the Town Hall Conference Room, 2 Liberty Way

Minutes approved – 2/21/2012

**Members present:**

Leon Barry, Chairman  
Frank Byron, Selectmen's Representative  
Tom Young  
Russell Blanchette

**Members Absent:**

Bob Curtis, Vice-Chairman  
Barry Bean  
Mike Croteau  
Joel Kapelson, alternate

**Also Present:**

Joan McKibben, Administrative Assistant  
Jen Czysz, Nashua Regional Planning Commission, Sr. Planner, Circuit Rider

**CALL TO ORDER**

Mr. Barry called the meeting to order at 7:07 p.m. He led the Board in the Pledge of Allegiance.  
Mr. Barry then introduced the Board members.

**AGENDA**

1. Lot line adjustment at 5 & 7 Colby Road
2. Historic District information from Dr. Steven Calawa
3. Stormwater Management Regulations
4. Return of Escrow Funds
5. Approve minutes of Jan. 17, 2012

**Lot Line adjustment for Richard and Jill Charbonneau Map 20 Lots 24 & 26, 5 & 7 Colby Rd.**

Present: Richard Charbonneau, owner and Anthony Basso, LLS from Keach-Nordstrom Assoc., Inc.

Mr. Basso: We propose moving the lot line of lot 26 in a easterly direction thereby giving lot 24 access on dry land without any wetlands impact. Lot 26 will be 1.02 acres after the adjustment and Lot 24 will be 7.24 acres after the adjustment. The existing house will stay on lot 26, lot 24 to stay undeveloped at this time. Both lots had test pits done and a protective well radius is shown to show that both lots are buildable.

1   Waivers were submitted. The first is a waiver from section 530.00 (e) – existing and proposed  
2   topography. The second is a waiver from section 530.00 (aa) the proposed use of the  
3   subdivision.

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5   They did topography on part of lot 24 to show it is a useable lot.

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7   **MOTION:** by Mr. Byron

8   Move to approve the waiver subdivision section 530.00 (e) topography.

9   **SECOND:** by Mr. Blanchette

10   **VOTE:** 4-0-0 The motion carried.

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12   **MOTION:** by Mr. Blanchette

13   Move to accept waiver of subdivision reg. 530.00 (aa) proposed use.

14   **SECOND:** by Mr. Young

15   **VOTE:** 4-0-0 The motion carried.

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17   There was discussion on whether comments would be needed from the Conservation  
18   Commission because the area is in the aquifer protection district.

19   Mrs. McKibben commented that she brought the plan to the Commission and they had no  
20   comment at this time for a lot line adjustment.

21   There was also discussion whether the plan should go to the Lower Merrimack River Local  
22   Advisory Committee (LMRLAC) because part of the area is ¼ mile review distance from the  
23   Merrimack River. It was decided the plan should be submitted to them for their comment.

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25   All the information is present for application acceptance.

26   **MOTION:** by Mr. Byron

27   Move that the Litchfield Planning Board accepts the application for the Charbonneau lot line  
28   adjustment Map 20 Lots 24 & 26 at 5 & 7 Colby Road.

29   **SECOND:** by Mr. Blanchette

30   **VOTE:** 4-0-0 The motion carried.

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32   The chairman calls for public comment, there are no comments.

33   Comments from the Board.

34   Mr. Byron questions the distance of the wetlands to the lot line. (lot 24)

35   Mr. Basso: the wetlands are 75' at the closest, so it leaves us room to put a driveway without  
36   impacting the 50' buffer to the wetland.

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38   Mr. Byron questions the wells on the two lots. Both wells will now have a 75' protective radius.  
39   There will be a new well on lot 26 to service the house.

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41   Both lots are in the commercial zone. The house is a pre-existing use.

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43   **MOTION:** by Mr. Byron

44   Move that the Litchfield Planning Board conditionally approves the Charbonneau lot line  
45   adjustment Map 20 Lots 24 & 26 with the following conditions:

1. Label "New Lot Line"
2. Bounds are to be set and certified by a licensed land surveyor
3. Add note – Driveway will require a permit prior to construction
4. Add note – Any subsequent development on lots 24 or 26 that meets the definition of "New Development (Zoning Ordinance section 1301.04) will be subject to the Impact Fee provisions of Sections 1300 and 1400 of the Zoning Ordinance.
5. Forward plan to LMRLAC for their comment.
6. NHDES septic approval number on the plan.
7. All seals and signatures on the recordable mylar and 4 paper copies.
8. All outstanding fees paid.
9. Electronic submission of plat as stated in section 850.10.1-5.
10. All fees paid and escrow maintained as required.

**SECOND:** Mr. Blanchette

**VOTE:** 4-0-0 The motion carried.

### **Historic District**

Steven Calawa was present to discuss a possible historic district in Litchfield. The historic society would propose an area from Pinecrest Rd. to just north of the Library on both sides of Rte. 3A and he would guess about two acres deep. This small area is where the most significant historic structures are. This would include the old town hall and the Litchfield Community Church which the historic society is trying to get designated by the State.

They aren't proposing any restrictions they are just asking for a district. Designation without restrictions would not go in zoning.

Mr. Byron asks Ms. Czysz if she knows the process so this could occur. There are a couple of different options to achieve this. She suggests Mr. Calawa talk to Nadine Peterson at the Division of Historical Resources.

The possibility of creating a Heritage District was also discussed.

Mr. Calawa will do some more investigation into the different options and get back to the Board.

### **Stormwater Management**

Ms. Czysz passed out to the Board basics of Stormwater Management to read at a later date. Also a tri-fold brochure that Milford hands out with their building permits about controlling stormwater at construction sites. And a flow chart regarding "Do I need a NPDES permit coverage for discharges related to my construction or dewatering activity and which general permits are available?"

Ms. Czysz explains the basics of stormwater runoff and developed land vs. undeveloped land as it relates to runoff. Water doesn't penetrate into the soil as well on developed land including lawns. When the water doesn't infiltrate it flows across the land taking all the pollutants off the land with it. Stormwater is the biggest source of pollution.

1 The map in the packet was discussed. It is the most recent map showing EPA's regulated areas.  
2 The green area on the map is the urbanized area. The urbanized area is what EPA is interested in.  
3 The Litchfield regulations that relate to stormwater are regulating stormwater town wide. Any  
4 future changes the Board makes to the regulations should remain on a town wide basis.

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6 The Planning Board should think about the education items they can give applicants so there  
7 would be less runoff from a site. The Litchfield Regulations should also be updated.

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9 **Escrow Accounts to Return**

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11 **MOTION:** by Mr. Barry

12 Move to return the escrow funds in the 43 Cutler Rd. account to the owner of the account.

13 **SECOND:** by Mr. Blanchette

14 **VOTE:** 4-0-0 Motion carries

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16 **MOTION:** by Mr. Barry

17 Move to return escrow funds in the Cutler & Page I account.

18 **SECOND:** by Mr. Blanchette

19 **VOTE:** 4-0-0 Motion carries

20  
21 **January 17, 2012 minutes**

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23 Approval of minutes is tabled until 2/21 meeting. Mrs. McKibben will clarify some items in the  
24 1/17 minutes.

25  
26 **MOTION:** by Mr. Blanchette

27 Move to adjourn the meeting.

28 **SECOND:** Mr. Young

29 **The motion carried unanimously.**

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31 There being no further business before the Board, the meeting adjourned at 9:10 p.m.

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Leon Barry, Chairman

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Frank Byron, Selectman

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Russell Blanchette

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Thomas Young